

**Annual Report
2001 - 2002
Campus-Wide Safety Committee**

The Committee continued to meet monthly for 90 minutes throughout the academic year. The focus and emphasis of our work continued to address policy/procedure development and trend analysis. Quarterly reporting for the departments of Food Service, Facilities Services and Campus Safety were also continued. New this year, was the addition of an annual review of the Radiation Safety Activities as well as the Chemical Hygiene Plan.

a. Policy/Procedure Development/Implementation

Work continued on the College's Hazard Communication Plan. Implementation has moved slower than expected. A number of departments by year's end remained non-compliant, but should be compliant shortly with the help of the Dean of Faculty's Office. Work to full implementation will continue, under the direction and facilitation of committee members Paul Davis and Loretta Parsons.

The Committee also completed several additional new policies in an effort to bring the College in full compliance with various OSHA, EPA and NYS laws and standards. Included are a 15 Passenger Van Policy, a campus Motor Vehicle Policy, an Ergonomics Program and a Blood Borne Pathogens Program.

These policies will be distributed, campus wide, following final review and approval.

It should be noted that the creation of each of these policies required countless hours by committee members, outside of actual committee meetings. The dedication and enthusiasm shown by these members is commendable.

b. Emergency Response Planning

- In conjunction with an ad hoc group on campus, the Committee reviewed drafts and entertained oral summaries of the progress and status of this committee, and the written plan.
- The committee also heard and considered a proposal for the purchase of several AED's (Automated External Defibrillators) submitted jointly by Glenn Egleman, MD and Dennis Conway. These units are now the standard for many colleges and public spaces. Designed to provide a very rapid response to an individual experiencing a heart attack, the committee voted to make a recommendation for purchase. The AED's were subsequently included in the '03 budget.

c. Workers' Compensation Avoidance – Incentive Program

A subcommittee was formed to propose strategies and incentives for reducing workers compensation losses. This was done in response to trend information that showed lost workdays climbing. Data was examined to determine if the increase was due to an aging workforce and or whether or not there was a correlation to the length of employment. Seeing no discernable patterns, the group proposed a workplace safety awareness program that included: posters, training sessions and monthly reward/incentive for individuals who completed 30 days with no lost work time. Additionally, two \$1,000 drawings will be completed during a 12-month period.

This has been initiated as a pilot project. We will evaluate the impact on loss days at the conclusion.

d. Quarterly/Annual Report

Quarterly or annual reports were received and reviewed by the Committee in areas of Food Service, Facilities Services, Radiation Safety and the Campus Safety Advisory Committee. An annual review of the Chemical Hygiene Plan was also completed.

e. EPA Compliance Activities

The Committee reviewed progress made in resolving compliance issues. Some remain outstanding. The Dean of Faculty and the Vice President of Business Affairs have been advised. The Committee will continue to monitor these issues until resolution is complete. Should the EPA visit the College at this point, some potential vulnerabilities remain. This will most likely result in significant fines.

f. Hazardous Waste Policies/Procedures

As part of the EPA compliance initiatives, it was identified that the College is in need of a documented procedure for handling hazardous waste – both removal and at the generator level.

Mark Struss has taken the leadership in writing the section for handling waste post generation, and Janis Ritorto will author the section for generators.

Recommendations:

The Committee's recommendations for the 02-03 academic year are as follows:

- Continue focus on Workers Compensation strategies
- Complete Hazard Communication Plan implementation
- Complete EPA compliance activities, including documentation for handling hazardous waste
- Continue to support work associated with Emergency Response Planning
- Continue policy/procedure development, and distribution
- Evaluate the effect of back supports in minimizing back injuries (post Home Depot studies)
- Continue to work toward implementing a Department Safety Inspection Program
- Create a Workplace Safety web page
- Investigate implications for impending Toxic Mold focus by OSHA